



**CITY OF COCONUT CREEK
PLANNING AND ZONING BOARD MINUTES**

**Government Center
4800 W. Copans Road
Coconut Creek, Florida**

**Date: December 14, 2016
Time: 7:00 p.m.**

1. CALL TO ORDER

The meeting was called to order by Chair Doug Young at 7:00 p.m.

2. PRESENT UPON ROLL CALL:

Chair Doug Young
Vice Chair Todd Rogers
Morris Chase
Jerry Poole
Alfred Delgado (alternate member)

Also present: Deputy Director of Sustainable Development Scott Stoudenmire, Assistant City Attorney Eve Lewis, and Deputy City Clerk Marianne Bowers.

Absent: Debra Voorhees

Deputy City Clerk Bowers informed the Board that Ms. Voorhees had contacted the City Clerk Department to send notice that she would be unable to attend the meeting.

3. APPROVAL OF MINUTES

A MOTION APPROVING THE MINUTES FROM PREVIOUS PLANNING AND ZONING BOARD MEETING(S). (2016-1012)

MOTION: Rogers/Chase - To approve the Minutes of the October 12, 2016, meeting.

The Motion passed by a unanimous voice vote.

AGENDA ITEMS

- 4. PARKWOOD VI: A VACATION OF EASEMENT APPLICATION TO VACATE A CANAL MAINTENANCE AND UNDERGROUND UTILITY EASEMENT LOCATED AT 4153-4273 NW 66 DRIVE, 6675 NW 42 TERRACE, AND 6660 NW 41 TERRACE. (PUBLIC HEARING)**

Deputy Director of Sustainable Development Scott Stoudenmire explained that the City of Coconut Creek was the applicant on behalf of the Parkwood VI homeowners and read the staff report into the record. He stated that the subject easement affected fifteen lots in the Parkwood VI subdivision and provided a brief history of the neighborhood and easement.

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He noted that permits had been issued for accessory structures in the easement with approvals from the County and utility agencies, which have created title issues for the subject property owners. He explained that vacating the twenty-foot portion of the easement would resolve the conflicts and noted that no utilities exist in the easement. He added that the easement was fifty feet in its entirety and that a portion of the easement would remain after the vacation. He commented that no objections from the utility providers had been received, and prior to Commission action, letters of no objection from each utility provider would be provided. Mr. Stoudenmire summarized the approval process and explained that the Broward County Board of County Commissioners would be the final approval after City Commission action. Discussion ensued regarding ownership and maintenance of the easement.

Chair Young opened the public hearing. Cecilia Martin, 6675 NW 42 Terrace, Coconut Creek, stated that she was on the Parkwood VI Homeowners' Association Board and was representing the residents of the community. She commented that the Parkwood VI homeowners had been maintaining the easement since the installation of a bridge across the canal. There were no further comments from the public, and the public hearing was closed.

MOTION: Rogers/Delgado – To approve Agenda Item 4, the Parkwood VI vacation of easement application for the canal maintenance and underground utility easement located at 4153-4273 NW 66 Drive, 6675 NW 42 Terrace, and 6660 NW 41 Terrace.

Upon roll call, the Motion passed by a 5-0 vote.

Mr. Stoudenmire explained to the residents in attendance that the Board's recommendation for approval was the first step in the vacation process and that it could take up to six months for final approval by Broward County. Discussion ensued.

5. COMMUNICATIONS AND REPORTS

There were no communications or reports.

6. ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

Transcribed by: Marianne Bowers

Leslie Wallace May, MMC
City Clerk

Date